

Contract Number: ED-PEP-11-O-0088/TO28

Task Order 28

Implementation Study of the Turnaround School Leaders Program

OMB Package

Recruitment Letters

Appendix J. Training Partner Invitation

May 31, 2016

Prepared for:

U.S. Department of Education
Office of Planning, Evaluation and Policy Development
Policy and Program Studies Service

Prepared by:

Westat
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and

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1718 Connecticut Avenue, NW, Suite 400
Washington, DC 20009
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[Survey only]

Dear [Project Training Partner]:

I am writing to notify you that the [NAME OF PROJECT] has been selected to participate in the U.S. Department of Education's Implementation Study of the Turnaround School Leaders Program. The purpose of this study is to generate information about (1) how TSLP projects develop the leadership pipelines for turnaround schools, (2) the roles project partners play in implementation, (3) the ways in which grantees have adapted their project plans in response to changing circumstances, and (4) what early outcome data show about TSLP projects. The ultimate purpose of the study is to add to the field's knowledge about turnaround school leadership development, program improvement, and program design.

The study consists of surveys of all 12 Cohort 1 TSLP grantees and case studies of seven purposively selected TSLP grantees. Participation in this study is required under the conditions of the Turnaround School Leadership grant program. Your participation will involve responding to an online survey that will take approximately 40 minutes. We recognize that participation in this study will demand time and energy from you. However, we need your cooperation to obtain a complete and accurate understanding of the implementation and impact of the innovative school leadership development efforts if you participate. Because of the relatively small number of grantees, your response to the survey carries a lot of weight for the conclusions of the study.

Responses to this data collection will be used only for research purposes. The reports prepared for this study will summarize findings across the sample and will not associate responses with a specific individual. We will not provide information that identifies you to anyone outside the study team, except as required by law.

The study is being conducted by Westat, a research company based in Rockville, MD, and its partner, Policy Studies Associates in Washington, DC. If you have any questions, you may contact the study director Dan Aladjem at DAladjem@policystudies.com or call our study toll-free number at ____ - ____ ____, or you may contact Ivy Morgan here at the Department at ivy.morgan@ed.gov or (202) 401-7767.

Again, we appreciate your cooperation in making the results of this study a useful source of information for the U.S. Department of Education and other policymakers and educators who continue efforts to turnaround low-performing schools. We thank you and your staff for providing the expertise and time needed for the success of the study.

Sincerely,

Jennifer Bell-Ellwanger
Director, Policy and Program Studies Service

[Survey and Case Study]

Dear [Project Training Partner]:

I am writing to notify you that the [NAME OF PROJECT] has been selected to participate in the U.S. Department of Education's Implementation Study of the Turnaround School Leaders Program. The purpose of this study is to generate information about (1) how TSLP projects develop the leadership pipelines for turnaround schools, (2) the roles project partners play in implementation, (3) the ways in which grantees have adapted their project plans in response to changing circumstances, and (4) what early outcome data show about TSLP projects. The ultimate purpose of the study is to add to the field's knowledge about turnaround school leadership development, program improvement, and program design.

The study consists of surveys of all 12 Cohort 1 TSLP grantees and case studies of seven purposively selected TSLP grantees. Participation in this study is required under the conditions of the Turnaround School Leadership grant program. Your participation will involve responding to an online survey that will take approximately 40 minutes and participating in an on-site interview that will take approximately 60 minutes. We recognize that participation in this study will demand time and energy from you. However, we need your cooperation to obtain a complete and accurate understanding of the implementation and impact of the innovative school leadership development efforts if you participate. Because of the relatively small number of grantees, your response to the survey carries a lot of weight for the conclusions of the study.

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